Elizabeth Summers 315 S. Salem Street, Suite 224 Apex, NC 27502 (814) 504-1288

## Cancellation Policy for Individual and Family Sessions

I truly value your time and ask that you value mine, when you must cancel, you provide me with at least 24 hours' notice as I am better able to fill a cancelled session with the most advanced notice as possible.

If you are unable to provide at least 24 hours' notice when cancelling your appointment, you will be charged half the fee for your session unless we are able to fill your time slot with another client (please note that insurance companies do not reimburse for missed appointments). Cancellation charges will be added to your next appointment fee.

I understand that emergencies do arise, and may choose to waive the cancellation fee in the event of a serious illness or emergency.

Thank you for sharing in the responsibility of this important	matter. I appreciate your
understanding!	
Client's Signature (Client's parent or guardian if under 18)	Date Signed